

SCHOOL/CITY LIAISON COMMITTEE  
PALO ALTO UNIFIED SCHOOL DISTRICT  
CITY OF PALO ALTO

DATE: April 18, 2013

**MINUTES FOR MEETING OF April 18, 2013**

Opening

The School/City Committee held a special meeting in the District Conference Room A at 25 Churchill Ave, Palo Alto. The meeting was called to order at 8:35 a.m.

\* All handouts can be viewed in the Business Services Office 25 Churchill Ave.

**Palo Alto Unified School District Representatives:**

Melissa Baten Caswell, Board Member, Committee Chair  
Heidi Emberling, Board Member  
Cathy Mak, Chief Business Officer

**City of Palo Alto Representatives:**

Gail Price, Council Member  
Liz Kniss, Council Member  
Pamela Antil, Assistant City Manager (Absent)

Oral Communications

Winter Delabach is with Friends of Buena Vista group that includes individuals, housing advocacy groups, and community groups all over Palo Alto who support the residents of Buena Vista. They formed within days of hearing about what was happening to Buena Vista in terms of conversion to other use. She is glad to see Ray Bacchetti with the Human Relations Commission, Sue Elridge with the schools and PTA, Mary Kier with the Board of Directors of the Buena Vista Homeowners Association are here to support. They are in support of Buena Vista residents having the option of remaining in Palo Alto and educating their children here. They are also concerned for the 108 units of affordable housing units that are slated to be lost. This would result in the greatest dislocation of residents. They believe there is a possibility of a good and reasonable alternative plan to the current plan. She would like the Committee to engage in this process and have this on a future agenda.

Mary Kier lives in the Buena Vista Mobile Home Park. She is currently working as a sub-custodian with the District. She would like to stay in the area and have a solution for their neighborhood. There are children that go to the schools. They will have 400 people that have nowhere to go. She asks for as much help as they can provide in this process.

Sue Elridge is the Co-Chair Buena Vista-PTA Council Advocacy Committee and a parent. In the fall, the PTA formed the Buena Vista Advocacy Committee to explore how the PTA Council and PTAs across the City could get involved in providing support for the 103 students that are facing the threat of losing their homes. The Palo Alto PTA Executive Council approved a resolution to support efforts to keep the children of Buena Vista Mobile Home Park in Palo Alto schools by supporting efforts to find them affordable housing within PAUSD. Their Committee and others have been meeting with the Palo Alto School Board and hope they will come out to support this with something similar to the PTA resolution.

Ray Bacchetti is with the Human Relations Commission. They are very concerned about this issue. They passed a resolution that is making its way to City Council that includes how they can avoid future situations like this, what is the best they can do for the children that are being affected, and a part of this resolution recommends that the City Council urge the School District to allow Buena Vista children and youth that are now attending Palo Alto schools can continue as long as possible up to including high school graduation. Another part is for City Council to take action that will allow Buena Vista residents to continue in Palo Alto.

Review of Recent City Council/PAUSD Board

City Council: Price said they are clarifying the roll of the liaison from the City Council to the Boards and Commissions. Distinguishing among the various types of liaison roles that City Council members  
City/School Liaison Committee Meeting

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### Meetings

engage in and one would be with their own Boards and Commissions, another would be other regional federal or state agencies (often selected by the agency or sometimes the mayor), and the third is a list of community based organizations where they have liaison assignments. Kniss suggested reading the item to better understand it.

Price said another item was related to the issue of sidewalk widths because of many developments along Alma and are referring this to the Planning and Transportation Commission and Architectural Review Board. They have El Camino guidelines and there is an El Camino Grand Boulevard study that states specific sidewalk widths that provides for more user friendly sidewalks and landscaping. Caswell asked about the study session on climate change. Kniss said they discussed solar, they will have 5% solar power in 2018. She doesn't know why they are not committed to it considering the County has it in a number of places. Although a person talking that night said it is a cheaper to buy solar power from L.A. or Texas. She did not feel she received enough information about it that night and requested they return with more information. They could share the information with the District. Price said it would be helpful to look at the staff report but she believes their community has a long way to go. Caswell said she would like more information on this from the City as the process continues. Price said perhaps they should agendaize the item for a future meeting. It would be great to have Sheeva with the City come to present to the Committee. Bob Golton could come present for the District.

Board Meetings: Kniss asked about the decrease in enrollment? Emberling said their enrollment is down for kindergarten due to the transitional kindergarten. Mak said the article in the newspaper was focused on kindergarten enrollment only. Kniss asked if it's only due to transitional kindergarten or something else. Caswell said a portion of it is transitional kindergarten. Mak said they continue to have increased enrollment.

Emberling said they discussed the location of their 13<sup>th</sup> elementary. The Elementary School Site Location Advisory Committee returned with a recommendation to open Greendell as a hybrid neighborhood and choice school. Caswell said they will have a study session will take place on Tuesday to discuss this further. They don't want students to cross Oregon Expressway. Kniss said there is a new development that will take place on Middlefield and Oregon Expressway. The County staff came to City staff with a plan to make this street safer and wider. They have not started on this project yet but she could get back to the Committee with more information and a start date. Caswell said it would be really helpful to know. Kniss asked about the Stratford lease at Garland? Caswell said it expires in 2014. Kniss believes it would be helpful to close down a part of N. California at certain times of the day. She is not sure how it would happen but she would like to put it out there. Price asked when they anticipate a decision? Caswell said they would like to make a decision by this spring to allow for construction and open the school in 2017. Price said it might be helpful to send a list of City projects from Jaime Rodriguez so the District is aware of intersection updates. Price will have Antil send it to Mak.

Emberling said they are currently working on a Strategic Plan. Caswell said they will have a full day session on April 25, where members of the community will be present. They are calling it congregational and will be working not only on the pillars of the strategy but also some specifics of metrics. Caswell asked that Mak send over the presentation for the Study Session on April 23 to Antil.

Emberling said they received survey results on the new calendaring for next year. They are currently working on the analysis of the survey results.

### Buena Vista Update

Molly Stump, City Attorney said there is a process underway that follows the City of Palo Alto mobile home conversion ordinance. The City has been informed by the owner's representative that they are close to submitting a relocation impact report. This is a set of information gathering that they have been doing with the residents of Buena Vista and has a whole series of pieces of information that is required in the City's ordinance. The report should be received soon, perhaps by next week. Once the report is received, it will go to a hearing officer who will hold a hearing and draws some conclusions about the adequacy of that report and plan under the standards that are set out in the ordinance. This is subject to an appeal. The City Council members are in a position of suggesting

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tremendous concern and fairly hearing an appeal that is filed against them. Price asked where the hearing examiner comes from? Stump said they are selected by the City and the cost is covered by the owner. An official decision has not been made by the City. There are a number of things that they would look at to find a qualified person and those are knowledge of fair procedure and due process, how to conduct an administrative hearing in a fair way, good communications skills, knowledge of the law in this area, and no specific ties or involvement. Price asked if one of the criteria is that this person needs experience with mobile home ordinances in the state? Stump said the ordinance does not say that but that is something they are looking for. Emberling asked who puts the together the relocation impact report? Stump said the owner is responsible for that. Emberling asked she assumes he does not want to close it, but simply sell it? Stump said they have been informed, informally that the intent is to go out of that business in a controlled way for that business. Emberling asked if the owner has to close the park before selling? Stump said the City does not know and does not necessarily have the right to know followed the owner's private contractual relationships. In theory, a mobile home park could be sold and continue as a mobile home park. In this case, the owner has indicated to the City that he wishes to go out of business. This is a privately owned property and there are limitations on how much a City can know and control.

Kniss said she knows the process is underway and thanks the public speakers for coming. She presumes they will see the report? Stump said if there is an appeal filed, yes. Caswell asked if the owner needs to submit and follow the legal steps to close the mobile home park? Stump said they would have to follow all the steps in the ordinance process and the City would need to approve. Caswell asked what the underlying zoning is on that property? Stump said she believes it is RN15.

Price said the City's association is having a meeting on affordable housing at the County the first week of May and would encourage the Committee to take a look at. The Silicon Valley Leadership group is committed to this issue and has an affordable housing trust that is quite effective.

Stump said once the application is complete, the ordinance has 60 days to have a hearing and then there is a short period when appeals can be submitted.

Caswell said she suggests this be agendized for a future meeting when more information is available.

This item was deferred to the May agenda.

Jim Pelletier presented the City Performance Report for 2012 which included information on the following slides:

- Overview of the Office of the City Auditor (OCA)
- About Performance Reporting
- New Features of this Report
- Report Scope & Methodology
- National Citizen Survey
- NCS Geographic Subgroup Comparison
- How to use this Report
- Report Snapshots – Citywide (Background/Chapter 1)

Caswell asked if they ever have to help a department figure out what is their performance metrics they should be measuring? Jim said yes, they try to help the departments develop really meaningful performance measures.

Emberling asked how often the National Citizen Survey is done? Pelletier said the survey is done annually and they hire an outside firm to conduct the survey.

Caswell asked if there are significant changes from their view? Pelletier said no, there is not a huge difference. There are some areas that change year to year.

Emberling asked if the educational opportunities are defined K-12, or does it include preschool

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opportunities. Pelletier said no, they are not defined.

Price said the survey is for Palo Alto residents and it does not even cover those students that live in Los Altos Hills and Stanford. Price asked if they could find out what five cities ranked above Palo Alto? Pelletier said they might be able to find out. Caswell said the scope could be early education, private or public, and community college, so she is not sure it gives them much information. If they can quickly get the data, that would be nice. Pelletier said they will take a look at the data.

Kniss asked how long does the survey take to complete? Pelletier said they start the process in August. The vendor does three rounds of outreach; residents receive a postcard that notifies them they were selected to participate in the survey, then they are sent to survey, and if they do not respond they send the survey again.

Caswell asked if there were some takeaways that they would like to leave the Committee with? Jim said yes, page 26, 27, and 31 has some data on community services that could be of interest to the District. Page 45 has information on the Fire Department and page 67 has information on Public Works Services. Caswell asked if Pelletier could send an email with the highlighted pages that are of interest to the District? Pelletier said yes, he will email them over.

Caswell said it might be helpful if they see the survey for the District's Strategic Plan. Mak will send the presentation to for the Community meeting to Pam Antil for distribution. The survey comments may take a little while since they need to be redacted, but they will provide them when they are available.

### Future Meetings and Agendas

The next meeting is scheduled for Thursday, May 16, 2013 at 8:30 a.m.

District/City Library Services Reports  
District/City Emergency Preparedness Update

Price asked if Mak could report on funding support from the District for the City shuttle.

### Adjournment

The meeting was adjourned at 10:05 a.m.